

March 2022

Dear Parent/Guardian/Pupil

I am really pleased that your child will be joining us here as a pupil at Penwortham Priory Academy from September 2022. Thank you to everyone that has returned your data collection forms as confirmation of your place. The closing date to do so has now lapsed, so if you haven't returned your form, please contact us as a matter of urgency so that your place is not allocated to someone else from the waiting list.

This letter contains lots of important information and a checklist for you to keep hold of so that you know what to expect and when information will be available to you.

Parent View

I will soon start my transition visits into primary schools and will be visiting each school, either virtually or in person, before the end of the Summer term to meet with your child and their teacher to discuss attainment, attendance and general attributes as a pupil. I will also speak to your child about what happens when they come to Priory and hopefully have a good chat and ease any worries that they may have about moving to secondary school.

However, I am also keen to hear your view. I therefore ask that you complete the online pupil transition information form which can be found by scanning the QR code opposite. Alternatively, the link can also be accessed via the transition page on the school website at www.priory.lancs.sch.uk/about-priory/transition. Please complete one form per pupil. This is an extremely valuable piece of information for us to have as it offers us your view, and we believe you know your children best.



Transition Day – date change

In the welcome letter received last month, we stated that the Year 6 transition day was Thurs, 30 June. This has been changed to **Thursday, 7 July**. The new parent and pupil evening remains on the Weds, 29 June.

Buses

We operate several Priory bus routes in order to transport your child to and from school. These are the Cottam, Walton-le-dale and the Farington/Leyland bus routes. As is normal at this time of year, the current routes and prices are currently under review and subject to change. Whilst we expect any alterations to our current transport arrangements to be kept to a minimum, you will be notified of these details shortly after the return from the Easter holidays and asked to register your interest for these routes.

For all other bus routes and bus pass enquiries please visit the Lancashire County Council website at www.lancashire.gov.uk/children-education-families/schools/school-transport/school-bus-season-tickets/ or contact them via telephone 0300 123 6738 or email schooltransport@lancashire.gov.uk

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Phone: 01772 320250

Fax: 01772 752426

Email: enquiries@priory.lancs.sch.uk

Visit: priory.lancs.sch.uk

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Summer School

Also attached with this letter you will find a letter detailing our free Summer School. Summer School will run from Mon, 22 to Weds, 24 August. This exciting opportunity is open to all incoming Year 7 pupils. We hope that as many pupils as possible attend – even if just for one of the days (although they are welcome to join us for all three). **All enrolments need to be completed by Friday, 27 May.**

Uniform

Our uniform information can be found on the school website, and in our Parent & Pupil Handbook, a copy of which will be sent out in future correspondence. However, below is the list of our local stockists should any parents wish to get a head start:

A&D Just	53 Pope Lane, Penwortham, Preston, PR1 9JN.
Smart Clothing	54 Lancaster Road, Preston, PR1 1DD.
Top One Clothing	39 St John's Shopping Centre, Preston, PR1 1FB.

Ties

The school **tie** (worn by house colour) is only available direct from school and can be purchased at the New Parent & Pupil Evening on Weds, 29 June at a cost of £6 in cash.

Lockers

All pupils will be issued with a locker which will be sited in their year group area. Lockers cost £5 for the full five years. The locker is accessed via a key code and pupils will be guided in setting this up. They will need to choose a 4 digit numerical code that is easy for them to remember. We recommend they make a note of the number they choose and keep it in a safe place in case they forget it. More information will be provided when your child starts in September.

SCOPay

We operate an internet payment system called SCOPay, and all payments must be made via this secure online payment facility, using a debit or credit card. Cash or cheque payments are no longer accepted (the exception being for ties on the New Parent & Pupil Evening). All parents can have access to SCOPay and details, including your unique link code, inviting you to set up an account will be provided once your child has started with us in September.

Lunches

We operate an online ordering system, VeriCool's SwiftOrder, linked to the secure internet payment facility (SCOPay). All pupils, including those eligible for free school meals, must place orders for food and drink using this system. Log-in details will be given to your child during the first week of term.

As the SCOPay account can only be set up once pupils have started with us in September, **we ask that pupils bring a packed lunch for their first week.**

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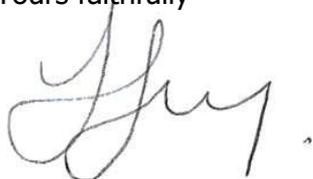
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Synergy

Synergy is an online application that enables parents and carers to have an immediate overview of many aspects of school life, including behaviour, attendance and communication. Once registered, parents and carers can view information specific to their child. The behaviour module provides a real time view displaying positive comments and points awarded as well as informing you where aspects of behaviour may be limiting progress. A letter will be sent home in the first weeks of September with a Parent Portal Code to enable parents/carers to register for the application.

I hope that you find all this information useful and it answers any questions you may have regarding your child's start at Penwortham Priory Academy. More information will be available to you in the coming months, but if we can be of assistance in the meantime, please contact me at l.farley@priory.lancs.sch.uk.

Yours faithfully



Mrs L Farley
Transition & Integration Manager
Head of Year 7

Year 7 2022-2023 Parent Checklist

Task	Completed/Received
Data Collection Sheet returned to Penwortham Priory Academy office to confirm place.	If not yet done, this is an urgent matter.
Parent View form completed online (see QR code).	
Summer School – completed the online enrolment form (see QR code) to request a free place at Summer School 2022.	
Buses/Transport – information sent at a later date.	
Ties – to be bought at the New Parent & Pupil Evening (29 June) at a cost of £6	
SCOPay (online payment system) – to be set up by school in the first week of September – details sent home via pupil.	
Lockers – to be paid for via SCOPay once the system is set up at a cost of £5 per pupil.	
Lunches (to be paid for via SCOPay) – To be ordered online via Vericool/Swift Order – details will be sent home in the first week in September via pupil. Pupils are required to bring a packed lunch for the first week of school in September.	
Uniform – to be bought from one of our three local stockists. Details provided in the New Parent & Pupil Handbook or at www.priory.lancs.sch.uk/parents/uniform	
Synergy – letter will be sent out in the first few weeks of September with instructions on how to link to your child’s record.	
<p>Key Dates To Remember</p> <p>New Parent & Pupil Evening - Weds, 29 June from 6.00pm-7.00pm</p> <p>Transition Day Thurs, 7 July – more info to come at a later date</p> <p>Summer School Mon, 22 Aug – Weds, 24 August</p> <p>First day in September Tues, 6 September (Arrival window 8.20am – 8.35am)</p>	